
PURPOSE

From the time of case acceptance, the assigned Michigan Department of Health and Human Services (MDHHS) caseworker must provide services that meet the individualized treatment needs of the youth and family to achieve permanency while maintaining the youth's placement and ensuring safety to the community. MCL 400.115b(1).

DEFINITIONS

See; [JJG, Juvenile Justice Glossary](#).

INITIAL COMMUNITY PLACEMENT

If the initial placement is in-home, an in-home placement conference must be held with the youth and parent(s) or legal guardian(s) within 30 days of the case acceptance date. The conference must obtain input into the initial service plan and conditions of placement. When in-home services are provided, the service provider must be invited to attend the meeting. In addition, if a youth is placed in his or her own home, counseling services must be provided. MCL 803.3(3).

DHS-767, Conditions of Placement Agreement

The DHS-767, Conditions of Placement Agreement, outlines the service requirements including counseling and reasonable conditions of placement that the youth and his or her parent(s) or legal guardian(s) or caregiver(s) must meet to remain in the community placement. MCL 803.303(3). The completed DHS-767 must be reviewed by the affected parties, and signed by the youth, parent(s) or legal guardian(s), the assigned caseworker and the caregiver(s). When in-home services are provided, the services provider must sign the DHS-767. The DHS-767 must be reviewed and revised when circumstances change, as necessary, throughout the case.

See [JJM 400, Placement Conditions](#) for additional information on developing the DHS-767 and [JJM 470, Detention Alternatives, Detention and Jail](#) for additional information on noncompliance and informal or legal sanctions.

**CASE SERVICE
REFERRALS**

The assigned caseworker must ensure that referrals to service providers are made to address the individualized needs of the youth based on the most recent Michigan Juvenile Justice Assessment (MJJAS) and JJ Strengths and Needs assessment. Document all case services referrals in social work contacts within five business days of service referral.

The assigned caseworker must facilitate the process of obtaining the necessary information releases (DHS-1555-CS and/or DHS-942) for the youth and his or her family and providing such information to potential service providers.

**CASE SERVICE
PAYMENTS**

Services/items such as special clothing allowances, school expenses, medical and dental treatment, may be approved case services authorizations. Unless otherwise specified, the case services authorization categories are applicable to all children who are placed with or committed to the department by the court; see [FOM 903-9, Case Service Payments](#).

VISITATION

For youth and collateral visiting contact requirement, see [JJM 270, Visit Requirements](#).

**VOTER
REGISTRATION
INFORMATION**

At least 90 days prior to a youth turning 18, and annually thereafter, until case closure, the caseworker will provide voter registration information. Updated brochures can be found at the [Secretary of State](#).

**STATE
IDENTIFICATION
CARD OR DRIVER'S
LICENSE**

The assigned caseworker must ensure that the youth possesses or applies for a state identification card or driver's license within 30 calendar days of the acceptance date. If the youth or family is

unable to pay, see [JRM 231, Payment Method for State Identification Card](#).

CONSUMER CREDIT REPORTS

Each child age 14 and older under the care and supervision of MDHHS must receive a copy of any consumer credit report annually until discharged from care and must be assisted in interpreting the credit report and resolving any inaccuracies. See [FOM 722-6E, Consumer Credit Reports](#), for additional information and requirements. 42 USC 675(5)(I). A copy of the consumer credit report must be filed in the youth's case file and entered as a social work contact when provided to the youth within 5 business days.

HOUSING

Any youth, age 18 and older, without an identified housing situation, must be referred to a housing resource prior to case closure. Housing resources include homeless youth/runaway contractors and other local housing resources. Housing must be a key element of a permanency plan started early in case management and must be consistent with achieving the permanency goal.

See [FOM 722-03C, Older Youth: Preparation, Placement, and Discharge](#) for youth housing eligibility and documentation requirements. For housing financial assistance, see [FOM 950, The Youth in Transition \(YIT\) Program](#).

HOMELESS AND RUNAWAY SERVICES

Homeless youth services must be provided to any youth, ages 16-20, who is without permanent shelter and without appropriate supervision and care. 34 USC 11211 (2)(a)(b)(c).

Services provided may include:

- 24-hour crisis intervention services.
- Supervised living.
- Advocacy and support services.
- Independent living skills.
- Employment and educational assistance.
- Information and referral services.
- Counseling.

See [FOM 722-03C, Older Youth: Preparation, Placement, and Discharge](#) for homeless/runaway services eligibility criteria. See [Homeless Youth and Runaway Contracts](#) for a list of contractors located in the state of Michigan.

HEALTH & MEDICAID

The assigned caseworker must ensure that Medicaid is opened, and the appropriate health services are made available to youth if needed. See [FOM 801, Health Services for Foster Children](#), [FOM 802, Mental Health, Behavioral and Development needs of children in foster care](#), and [FOM 803, Medicaid - Foster Care](#), for detailed requirements.

Maternal Infant Health Program (MIHP)

Maternal Infant Health Program (MIHP) providers can help pregnant youth and new mothers understand how to stay healthy and keep their babies healthy. A pregnant youth enrolled in MIHP will have a care plan developed just for them. MIHP is free for youth who are pregnant and Medicaid eligible and their infants up to age one. Contact 1-833-644-6447 or visit [MIHP](#) website for more information and eligibility requirements.

SUPPLEMENTAL SECURITY INCOME (SSI) BENEFITS DETERMINATION

A youth may be SSI-eligible if:

- The youth has a medically verifiable physical or mental health condition(s) which results in marked and severe functional limitations.
- The medically proven physical or mental health condition(s) will last or are expected to last at least 12 months or expected to result in death.
- They do not work at a job considered to be substantial work.

See [FOM 902-12, Government And Other Benefits](#), for additional SSI screening and application procedures.

STATE DISABILITY ASSISTANCE

The assigned caseworker must assist a youth age 18 or older with a disability in applying for State Disability Assistance (SDA).

A person is disabled for SDA purposes if he or she meets any of the following criteria:

- Receives other specified disability-related benefits or services.
- Resides in a qualified Special Living Arrangement (SLA) facility.
- Is certified as unable to work due to mental or physical disability for at least 90 days from the onset of the disability.
- Is diagnosed as having Acquired Immunodeficiency Syndrome (AIDS).

For SDA procedures and eligibility criteria, see [BAM 115, Application Processing](#); [BAM 815, Medical Determination and Obtaining Medical Evidence](#); [BEM 261, Disability - SDA](#), and [BEM 240, Age](#).

MENTAL HEALTH SERVICES

The assigned caseworker must ensure appropriate referrals and supports are coordinated for mental health services determined necessary by the most recent MJJAS and/or JJ Strengths and Needs Assessment.

Serious Emotional Disturbance Waiver (SEDW)

The SEDW enables Medicaid to fund necessary home and community-based services for youth up to age 20 with serious emotional disturbance who meet the criteria for admission to the state inpatient psychiatric hospital (Hawthorn Center) **and** are at risk of hospitalization without waiver services. For further contact information, counties covered and eligibility criteria see [Children with Serious Emotional Disturbances Waiver](#) and [FOM 903-03, Payment for Foster Family/Relative Care](#).

**Community Mental
Health
Wraparound/Case
Management**

Wraparound is a team planning process between MDHHS and Community Mental Health that creates an individualized plan to meet the needs of youth and their families by utilizing a strength-based approach to treatment. Wraparound is an established practice of coordination services and supports for families and their children who have a serious emotional disturbance, are involved with multiple systems and where other forms of intervention have not had successful outcomes. This service may be available to JJ youth up until the age of 21. A referral should be made **6 months prior** to a youth's planned return to the community using the [Key Contact for Youth Reentry](#) guide. For contact information and eligibility criteria see; [Wraparound Services](#).

**Association for
Children's Mental
Health (ACMH)**

A statewide non-profit family organization dedicated to supporting families of children and youth with mental health challenges. ACMH provides support and training for families and community partners who support them, as well as, family networking and leadership opportunities. For eligibility and contact information see [ACMH](#) website.

**Intensive Crisis
Stabilization
Services (ICSS)**

Intensive crisis stabilization services are structured treatment and support activities provided by a mobile intensive crisis stabilization team that are designed to promptly address a crisis situation in order to avert a psychiatric admission or other out of home placement or to maintain a youth in his or her home or present living arrangement who has recently returned from a psychiatric hospitalization or other out of home placement. These services are made available to youth up to age 21 with serious emotional disturbance (SED) and/or intellectual/developmental disabilities (I/DD) including autism, or co-occurring SED and substance use disorder (SUD).

A crisis is a situation when at least one of the following applies:

- The parent/caregiver has identified a crisis and reports that their capacity to manage the crisis is limited at this time and they are requesting assistance.
- The youth can reasonably be expected within the near future to physically injure self or another individual, either intentionally or unintentionally.
- The youth exhibits risk behaviors and/or behavioral/emotional symptoms which are impacting their overall functioning; and/or the current functional impairment is a clearly observable change compared with previous functioning.
- The youth requires immediate intervention in order to be maintained in his or her home or present living arrangement or to avoid psychiatric hospitalization or other out of home placement.

Included Services

- Assessments (rendered by the treatment team).
- De-escalation of the crisis.
- Family-driven and youth-guided planning.
- Crisis and safety plan development.
- Intensive individual counseling/psychotherapy.
- Family therapy.
- Skill building.
- Psychoeducation.
- Referrals and connections to additional community resources.
- Collaboration and problem solving with youth serving systems.
- Psychiatric consult, as needed.

Approval Path

The Pre-Paid Inpatient Health Plan (PIHP) must seek and receive MDHHS approval, initially and every three years thereafter, for the intensive crisis stabilization services in order to use Medicaid funds for program services.

For further ICSS information including contact information and eligibility see [Medicaid Provider Manual](#).

**EDUCATION &
EMPLOYMENT**

When work or vocational training has been determined to be a need for a youth based on the most recent MJJAS and/or JJ Strengths and Needs Assessment, the assigned caseworker must ensure appropriate referrals and supports are coordinated.

School aged youth need to be enrolled in school and provided the appropriate educational services to support and encourage school success.

Use the DHS-942, Foster Care Education Records Release, when education records are needed for the purpose of a school move or case planning and reporting. See [FOM 723, Educational Services](#) for assigned caseworker responsibilities, enrollment requirements and timeframes.

**Disability Rights
Michigan**

Disability Rights Michigan believe youth with disabilities deserve an educational experience geared toward similar outcomes to that of their typically-abled peers. It is important that school age youth continue his/her education while maintaining placement in the community. Disability Rights Michigan supports a learning environment that is inclusive and absent of discrimination and stigma. Disability Rights Michigan also aims to improve access and rights to services within vocational rehabilitation and centers for independent living. For youth entering independent living it is imperative they receive services that aid in providing successful transition to the community. Disability Rights Michigan identifies and addresses transitional needs from post education to community employment. Resource and contact information can be found at [Disability Rights Michigan](#).

**Tuition Incentive
Program (TIP)**

Tuition Incentive Program (TIP) provides tuition assistance and mandatory fee payments for students who qualify to attend college at participating institutions. This includes youth in foster care, state wards, court wards and Family Independence Program (FIP), Medical Assistance (MA), State Family Assistance (SFA) and Family Support (FS) only recipients. See [FOM 903-17, Support Services to Families](#) for program requirements.

**Education and
Training Voucher
(ETV) Program**

The Chafee Education and Training Voucher (ETV) Program provides resources specific to meeting the education and training needs of youth aging out of foster care up to age 26. 42 USC 677. This program provides vouchers of up to \$5,000 per fiscal year to eligible youth attending post-secondary education and vocational programs. See [FOM 960, Education and Training Voucher \(ETV\) Program](#), for details on eligibility, institution type, attendance, funding sources, and allowable expenses.

**Youth in Transition
Program (YIT)**

Michigan's Youth in Transition Program (YIT) assists with meeting the specialized needs of youth. Delinquent youth may be eligible for YIT services if they meet the eligibility criteria and were in an appropriate MDHHS placement at or after age 14. Additionally, dual wards who are 18-23 years old when their delinquency case is closed can receive closed case services. For further information and eligibility criteria on the YIT program, see [FOM 950, Youth in Transition \(YIT\) Program](#).

**Michigan Works!
Agency Referral**

Youth ages 14 and older that are under the care and supervision of MDHHS can be referred to the local Michigan Works! Agencies (MW!A) for participation in youth programs and services administered under the Workforce Innovation and Opportunity Act (WIOA). See [FOM 970, Michigan Works! Agency Referrals](#) for contact information and eligibility criteria.

**Michigan
Rehabilitation
Services (MRS)**

Michigan Rehabilitation Services (MRS) works with youth and adults with disabilities to provide transition services. Transition services assist youth moving from secondary school to post-secondary school activities, including post-secondary education, vocational training, continuing/adult education, adult services, independent living or soft skills training necessary to obtain and maintain competitive-integrated employment and community

inclusion. See [JJM 431, Reentry Services](#) for contact information and eligibility.

A youth with disabilities in community placement may be referred by the assigned juvenile justice specialist to MRS at any time it is deemed appropriate to meet the youth's needs. For further information and eligibility criteria see [JJM 431, Reentry Services](#).

For work and vocational training financial assistance, see [FOM 950, The Youth In Transition \(YIT\) Program](#), and [FOM 960, Education and Training Voucher \(ETV\) Program](#).

Mentor Michigan

Mentor Michigan recruits talented and committed mentors and connects them with effective programs that serve youth. Mentor Michigan partners with organizations that include faith based and non-profit, educational institutions and government. Providing at risk youth with mentoring connects them to personal growth and development as well as social and economic opportunity. For further contact information to make a referral please see [Mentor Michigan](#).

LEGAL BASE

Federal

34 USC 11211 (2)(a)(b)(c) et seq, Authority to make grants.

Services shall be established that include individual, family and group counseling, home based services and services for runaway and homeless youth and for the families of such youth.

Social Security Act, 42 USC 675(5)(I).

Provides requirements to ensure youth age 14 and older receive a copy of consumer credit report.

Social Security Act, 42 USC 677.

Provides information on educational and training voucher eligibility for youth.

State

The Social Welfare Act, 1939 PA 280, as amended, MCL 400.115b(1).

The department may provide institutional care, supervision in the community, boarding care, halfway house care, and other children and youth services and programs necessary to meet the needs of those children or may obtain appropriate services from other state agencies, local public agencies, or private agencies.

Youth Rehabilitation Services Act, 1974 PA 150, as amended, MCL 803.303(3).

If a youth is placed in his or her own home, the youth agency shall provide counseling services and may establish reasonable conditions under which the youth will be permitted to remain in the home, but the youth's parents retain all other parental rights and duties.

POLICY CONTACT

Juvenile justice supervisors and management may submit policy clarification questions to juvenile-justice-policy@michigan.gov.